

~~CONFIDENTIAL~~

Executive for Administration and Management

26 November 1948

Chief, Services Branch

Purchase of Microfilm Equipment

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1. Confirming our telephone conversation, I am forwarding herewith a requisition dated 17 November 1948 covering one [REDACTED]

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2. For several months [REDACTED] has been discussing the purchase of this equipment and when questioned regarding the duplication of reproduction facilities in Services Branch, he advised that he had been directed by ADSO to procure such machine for microfilm work which cannot be referred to the Reproduction Division of Services Branch.

3. The Services Branch has on order such equipment, which is necessary to produce the ever-increasing volume of microfilm material; and one machine will be adequate to handle the total volume in CIA. All personnel in the Reproduction Division have been cleared by I & S for all classified material, including Top Secret.

4. In view of probable question regarding the duplication of A & M facilities, the requisition is referred to the Executive for A & M for such action as you deem appropriate.

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[REDACTED]

Attachments (3) Reqn 17 Nov 48

Memo Chief, CDD to CAS 1 Nov 48

Memo CAS to Chief, SerBr 23 Nov 48

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[REDACTED] :mew
cc: MIM Chrono
Repro. folder
OSO file ✓
Stayback

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